

MARICOPA COUNTY SHERIFF'S OFFICE

Bureau of Internal Oversight

Audits and Inspections Unit



April 2023 Custody Facility and Property Inspection

Inspection # BI2023-0062

The Audits and Inspections Unit (AIU) of the Sheriff's Office Bureau of Internal Oversight (BIO) will conduct Custody Bureau Facility and Property Inspections on a bimonthly basis. The purpose for this inspection is to ensure compliance with Office Policies and to promote proper handling of Property and Evidence. To achieve this, inspectors will select for an on-site inspection one of the MCSO facilities/divisions and conduct an inspection using the *Custody Bureau Facility and Property Inspection Matrix* developed by the AIU.

Matrix Procedures:

Because of the size and complexity of the various facilities and other divisions, for larger facilities, the inspectors may randomly select up to five areas of the selected facility or division for inspection. On the day of the inspection, using the "QueTel" Property and Evidence tracking system, a current printout of all outstanding Property and Evidence records for the facility/division being inspected will be obtained.

Criteria:

CP-2, *Code of Conduct*
CP-6, *Blood Borne Pathogens*
DA-1, *Emergency Procedures for Custody Bureau Facilities*
DA-2, *Inspection and Testing of Emergency Equipment*
DB-1, *Inmate Custody Records and Files*
DB-2, *Operations Journal and Logbooks*
DB-3, *Custody Facility Security Surveillance Systems*
DC-1, *Inmate Canteen*
DG-3, *Food Services Division Safety and Sanitation*
DG-4, *Kitchen Security and Knife/Utensil Control*
DH-2, *Control Rooms and Security Equipment*
DH-5, *Key Control*
DH-6, *Inmates Supervision, Security Walks, and Headcounts*
DL-2, *Jail Inspections*
DL-3, *Inmate Hygiene*
GA-3, *Operations Manual Format*
GD-1, *General Office Procedures*
GD-4, *Use of Tobacco Products*
GD-14, *Access to Secured Office Buildings*
GD-15, *Emergency Evacuation Plans*
GE-3, *Property Management*
GE-4, *Use, Assignment, and Operation of Vehicles*

Conditions:

On April 12, 2023, a Facility and Property inspection was conducted for the Special Response Team (SRT). The SRT operates out of the 4th Avenue Jail which is located at 201 S. 4th Avenue. The SRT is under the operational command of the 4th Avenue Jail commander. The SRT is a specialized division within the custody bureau that is delegated with the responsibility of providing year-round support, 24 hours a day, for all Office jail facility operations. This support is geared towards high-risk response in critical incidents and emergency situations which the SRT staff regularly train and prepare for.

The unit is made up of specially trained Detention Officers, who specialize in a variety of extraordinary situations including; barricaded inmates, cell extractions, escape response, facility emergencies, high profile inmate escorts, hostage situations, large scale jail searches, searching for of dangerous/criminal contraband, and the training of Custody Bureau staff. The unit is currently commanded by a lieutenant, and the teams include two sergeants and ten officers. Members of SRT endeavor to promote jail and public safety by emphasizing good decision-making, de-escalation strategies, and reasonable and necessary use of force. Sometimes, special situations call for special equipment that is not normally present in the jail settings and the SRT can rapidly respond with specialized equipment when required. Records show that during the 2022 calendar year, the SRT provided support to the various MCSO jails that has included 420 calls for service (activations), conducted in excess of 12,000 searches, and most notably, had a de-escalation rate of 93% when called to respond to an incident.

Upon arrival at the 4th Avenue Jail, the AIU inspection team was met by the SRT commander and the Team's Field Training Officer (FTO) and proceeded to the conference room for an in-brief with the division representatives. During the briefing, the inspection process was explained. Prior to the arrival to the 4th Avenue Jail, the AIU inspection team had completed an onsite inspection of the SRT's armory located at a secondary site. The inspection of the armory found no deficiencies. After the in-brief, the inspection commenced with the SRT commander and the FTO acting as escorts. After the inspection was completed, an informal out-briefing was conducted where the inspectors discussed their findings and observations.

It should be noted that while the SRT was preparing for this inspection, and prior to the arrival of the inspection team, the SRT commander noticed that not all the combinations to the weapons safes had been changed as required by policy. He advised the inspectors that only one safe combination remained to be changed and that it was in the process of being changed. The SRT commander also advised that procedures were being established to prevent this oversight from re-occurring. A summary of the inspection findings and observations follows:

Section 1 Administration/Supervision:

The escorting personnel expeditiously provided every document that was requested, answered all questions posed, and indicated where files, documents, and records were maintained.

The Special Response Team is in full compliance with the inspection requirements for this section.

Section 2 Facility and Operations:

The SRT work areas were clean and presented a professional work environment. All security doors were properly secured and our movement and access to locked doors required restricted key card access or key access from our escorts. The staff on duty were professional in their demeanor, they were courteous and patient as they answered all questions and facilitated access to the secure spaces within their control.

Because the SRT is a tenant division within the 4th Avenue Jail, they are not responsible for the physical aspects of the 4th Avenue Jail. The inspection was focused in ensuring that the Team's processes and procedures are within Policy and are consistent with sound operational practices that foster safety amongst the team members, provides for the safety and security of the customers they serve, and properly account for all equipment.

The Special Response Team is in full compliance with the inspection requirements for this section.

Section 3 Property and Evidence:

Because of the unique operational circumstances of the SRT, the Team is well versed in the impounding and safeguarding of property and evidence. The Team uses supplies from the jail where they may be operating. The Team handles their own impounds and they transport the property themselves directly to the Property Management Division before the end of the shift.

The Special Response Team is in full compliance with the inspection requirements for this section.

Additional Observations:

Throughout the visit, the inspectors were granted full access to the various spaces that the SRT operates from, as well as storage rooms, filing cabinets, security cabinets, desk drawers, and any other containers found. During the inspection, no evidence was discovered indicating that MCSO equipment was being used in a manner that discriminates or denigrates anyone on the basis of race, color, nationality/national origin, immigration status, age, religious beliefs/religion, gender, culture/cultural group, sexual orientation, gender identity/expression, veteran status, ancestry, physical or mental disability, ethnic background, or socioeconomic status, or that property and/or evidence was being mishandled. Additionally, there were no indicators observed that would indicate that sensitive, protected, or confidential information and/or records were being mishandled or disposed of improperly.

Inspection *BI2023-0062* resulted in **100%** overall compliance with the inspection requirements.

Notes:

All supporting documentation (working papers) is included in the inspection file number *BI2023-0062* and contained within IA Pro.

Date Inspection Started: April 11, 2023
Date Completed: April 12, 2023
Timeframe Inspected: April 11 to April 12, 2023
Assigned Inspector: Sr. Auditor M. Rodriguez A9047

I have reviewed this inspection report.

Lt. Brian Arthur

5/10/2023

Lt T. Brian Arthur S1806
Commander, Audits and Inspections Unit
Bureau of Internal Oversight

Date